SECOND INFORMATION NOTE
12 June 1997

SECOND INFORMATION NOTE ON ARRANGEMENTS FOR THE SPECIAL SESSION OF THE GENERAL ASSEMBLY FOR THE OVERALL REVIEW AND APPRAISAL OF THE IMPLEMENTATION OF AGENDA 21 (NINETEENTH SPECIAL SESSION) TO BE HELD AT UNITED NATIONS HEADQUARTERS FROM 23 TO 27 JUNE 1997

United Nations **Earth Summit +5**

The present information note describes administrative and logistical arrangements for the special session of the General Assembly for the overall review and appraisal of the implementation of Agenda 21. Additional information will be issued as appropriate. Information can also be obtained on the Internet at http://www.un.org/dpcsd/earthsummit

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I. INTRODUCTION

By resolution 44/228 of 22 December 1989 the General Assembly decided to convene the United Nations Conference on Environment and Development (UNCED). UNCED was held in Rio de Janeiro, Brazil from 3 to 14 June 1992. The Conference resulted in the adoption of the Rio Declaration on Environment and Development, Agenda 21 and the Non-legally Binding Authoritative Statement of Principles for a Global Consensus on the Management, Conservation and Sustainable Development of All Types of Forests. These documents were subsequently endorsed by the Assembly in its resolution 47/190. By the same resolution the General Assembly decided to convene not later then 1997 a special session for the purpose of an overall review and appraisal of the implementation of Agenda 21.

In resolutions 50/113 of 20 December 1995 and 51/181 of 16 December 1996, the General Assembly decided that this special session will be held for a duration of one week from 23 to 27 June 1997, at the highest possible level of participation. The General Assembly also determined organizational modalities for the preparations for the special session, including the relevant role of the Commission on Sustainable Development as a preparatory body, as well as the role of other relevant organizations and bodies of the United Nations system.

The General Assembly also recognized the important role played by major groups, including non-governmental organizations, in the implementation of UNCED recommendations and highlighted the need for their active involvement in the preparations for the special session, as well as the need to ensure appropriate arrangements for their contribution during the special session.

II. INFORMATION FOR PARTICIPANTS

1. DATES AND VENUE

The nineteenth special session of the General Assembly will be held from Monday, 23 June to Friday, 27 June 1997, in the General Assembly Hall at United Nations Headquarters.

2. ARRIVAL AND DEPARTURE INFORMATION

Port of entry arrangements: Heads of State, Vice-Presidents, Crown Princes, Heads of Government and Heads of Delegation at Cabinet Minister level will be greeted at the port of entry by the United Nations Chief of Protocol or other senior United Nations officials. Governments, through their Permanent Missions, are responsible for compliance with all host country requirements with regard to entry formalities and for provision of all transport, transit and accommodation arrangements, in coordination with Host Country and City authorities.

Procedures at United Nations Headquarters from 23 - 27 June 1997: An issue of particular concern is the arrival and departure of Heads of State/ Government and some Heads of Delegation at Cabinet Minister level, especially on the morning of Monday, 23 June. The Host Country will provide a security escort to Heads of State/Government and some Heads of Delegation. This security escort will include motorcade arrangements, and details should be obtained from the Host Country authorities. In general, in addition to the police escort, only two vehicles will enter the United Nations complex. The remaining

vehicles of escorted motorcades and un-escorted motorcades will arrive farther along First Avenue in front of the 46th Street gate.

As of 9:00 a.m. on 23 June 1997, the 43rd Street gate to the United Nations will be open only to the police assisted motorcades of Heads of State/Government, and of Cabinet Ministers who will be directed to the Delegates' entrance. The visitors' gate (First Avenue across from 46th Street) will be open for Heads of State/Heads of Government and Heads of Delegations at Cabinet Minister level arriving at the United Nations either by vehicle or on foot, from where they will be directed by Protocol officers to the Delegates' entrance.

A provisional order of arrivals at Headquarters for each morning of the special session, based on protocol and security considerations, will be prepared and Delegations will be informed of this order individually at a later date.

All persons in motorcades **MUST** have a valid United Nations grounds pass to enter the premises. In addition, appropriate access cards will be needed to enter restricted areas. Missions are kindly asked to ensure compliance with this requirement in order to avoid inconveniences at the entrance.

Departures from Headquarters will take place on an individual basis and according to the following procedure: A "motorcades desk", staffed by one Protocol and one United Nations Security Officer and one Host Country security representative with communications equipment, will be set up on the second floor (East Foyer). Delegations wishing to depart will inform the motorcades desk personnel, who will summon the respective motorcades and inform the delegation upon their arrival. A delegation waiting area will be located at the foot of the escalator at the Delegates' Entrance in order to await the motorcades.

3. REGISTRATION AND ACCREDITATION

For purposes of security and efficiency, efforts have been made to consolidate accreditation by the Protocol and Liaison Service, the Security and Safety Service, Media Accreditation and Liaison Unit and NGO Accreditation Unit into a single accreditation Centre. This accreditation /registration Centre is open from 11 to 27 June 1997 at 866 UN Plaza, 6th floor (ALCOA Building - 48th Street East of First Avenue). Regular working hours will be 9 am to 5:30 pm. The Centre will be open the weekend of 21 to 22 June 1997. During the period of 22 June till 24 June the Centre will be open after regular working hours as required. In order to keep the Pass and ID Unite open after hours, delegations arriving late on 22, 23 and 24 June must fax this information as soon as possible to Mrs. Marybeth Curran, Protocol Accreditation Officer, at (212) 963-8621. The note must include date and time of arrival of delegation at airport and expected arrival time at the Pass and ID Unit. All delegates must be in possession of an authorized SG.6 form to receive their photo ID.

4 PROVISIONAL LIST OF DELEGATIONS

A provisional list of delegations to the nineteenth special session of the General Assembly will be published by Protocol and Liaison Service. Delegations are requested to submit complete lists as soon as possible to the Chief of Protocol, Room S-0201A.

5 SECURITY ARRANGEMENTS AND RESPONSIBILITIES

Security responsibility for the special session is the same as that for any other activity at the United Nations. The United Nations Security and Safety Service is responsible for the security of everyone while they are on United Nations premises. The Host Country and Host City authorities are responsible for all arrangements relating to security and movement outside United Nations Headquarters.

Protection is provided by Host Country security authorities to Heads of State or Government, as well as to a limited number of other government officials, by the assignment of protection detail personnel. Arrangements for such assignments are initiated by the Washington embassy of the relevant country with the United States Department of State. In the case of Heads of State or Government, the respective embassies should contact the United States State Department.

Governments whose Head of State/Government are attending the special session may wish to have direct consultations with the United Nations Security and Safety Service, particularly with regard to accreditation of national security details.

Any questions should be directed to the United Nations Security and Safety Service, Inspector Emmett Nelson at (212) 963-9342 or to Sergeant Michael Pysarenko at (212) 963-7028.

Security Briefing

The United Nations Security and Safety Service and Protocol and Liaison Service have scheduled a briefing regarding general security arrangements at United Nations Headquarters on 19 June 1997, at 10:00 hours, in Conference Room 1. It is essential that security representatives attend this meeting.

6. ACCESS TO AND WITHIN THE UNITED NATIONS HEADQUARTERS

Access to the United Nations complex during the special session will be restricted to those persons who are properly accredited and who are wearing a United Nations grounds pass. For all government delegations (Member States or Observers), Intergovernmental Organisations, other entities, other organisations and Specialized Agencies, grounds passes will be authorized by Protocol and Liaison Service and issued at the Pass and Identification Office. Grounds passes for representatives of UN Programmes will be issued by UN Security and Safety Service. For passes for delegations, including the accompanying parties of Heads of State/Government (other than Security and Media), please contact Mrs. Marybeth Curran Protocol and Liaison Service at 963-7181. For passes for national security officers accompanying the Heads of State/Government, please contact Captain Baldwin, Security and Safety Service, at 963-7531.

It must be emphasized that access to the United Nations will be denied to anyone not wearing a valid grounds pass. This is necessary for security reasons, given the risks implicit in a gathering of so many national leaders. To avoid last minute difficulties, all Governments are requested to ensure the proper accreditation of their delegations and accompanying parties.

Within the United Nations complex, once access has been gained by delegations and accompanying parties, there will be certain further restrictions on movements. Restricted areas have been designated encompassing the General Assembly Hall, the North Delegates Lounge and the West Foyer. Controls over

access to restricted areas will be enforced by the Security and Safety Service.

The following UN ID cards are issued to members of Delegations

VIP Passes without photos	Heads of State, Vice-Presidents, Crown Princes, Heads of Government and their spouses
VIP Passes with photos	Cabinet Ministers and their spouses
Regular Photo Delegation ID	Deputy Ministers and all other members of Delegations
Colour-coded access cards	For restricted areas:
	North Delegates Lounge (Blue)
	GA Hall including :
	Sections A,B,C,D,E & F (Red)
	GA Hall 3rd floor (Green)
	Fourth floor balcony Tickets required

Note: All spouses receive the same type of UN ID as their husbands/wives.

Access to the fourth floor balcony will be by tickets only, issued by the Protocol and Liaison Office for the morning and the afternoon when the head of delegation addresses the General Assembly. Those who are in possession of such tickets should cross over at the northeast corner of 48th street from where they will be directed to the Visitors' Gate. They enter the building at the Visitors' entrance through the last door on the west side , go through magnetometers and take the west side elevators to the fourth floor.

For VIP passes with photographs, official requests and two passport size photographs should be submitted **in advance** to Protocol and Liaison Service.

For all members of Delegations, a complete list of names with functional titles and affiliations should be sent to the Chief of Protocol. A copy of this list together with Form SG.6, "Registration of members of Delegations to Temporary Meetings at Headquarters" (see Annex IV) must be sent to the attention of Mrs Marybeth Curran, Protocol Accreditation Officer. It is necessary to fill out only the bottom part of the Form SG.6. Approvals should be picked up in advance from Protocol and Liaison Service and if the photograph of the delegate is already in the computer system, passes can be collected in advance by Missions from the pass and identification unit. The telephone and facsimile numbers for Protocol Accreditation are: Tel: (212) 963-7181; Fax: (212) 963-8621.

7. TENTATIVE PROGRAMME OF ACTIVITIES DURING THE SPECIAL SESSION

MONDAY 23 JUNE 1997

9.00-10.00 **The President of the GA and the Secretary-General greet Heads of Delegations (North Delegates Lounge)**

10.00-1.00 **Opening of the special session (Statements by the President of the Assembly and the Secretary-General; organizational matters; opening of the debate)**

1.15-2.45 *Lunch hosted by the Secretary-General in honour of Heads of State/Government*

1.15-2.45 *Side-Event[1]: WWF presentation on the implementation of Agenda 21: "Spotlight on Solutions-A Peoples Agenda"Presentation of the case study manual that highlights successful sustainable development projects, based on WWF research. Panel participants include Claude Martin (President, WWF International), Gordon Sheppard (International Policy Director, WWF). ROOM 3*

Side-Event: Panel on Energy organised by NGO Energy Caucus. ROOM 6.

2.45-3.00 *Opening of Exhibition on UNFPA by Nafis Sadik, Executive Director of UNFPA. Located on the south side of the first basement neck area..*

3.00-6.00 **Second Plenary meeting of the special session (debate)**

First meeting of the Ad-Hoc Committee of the Whole (organizational matters; statements)

6.15-8.00 *Side-Event: Panel on "Agenda 21 fro the Amazon Region" organised by Brazil. ROOM 3.*

Side-Event Panel on Integration of Economic and Environment policies organised by Citizens Network and other partners. ROOM 6

NOTE: On 24 & 25 June from 12 noon to 3 pm and from 6 pm to 8 pm UNESCO and the National Oceanic Atmospheric Administration of the United States will open the research ship "RUDE" of NOAA to the special session participants. The ship will be moored at the Water Club on the East River and 30 th Street.

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[1]/ Some of the side events are subject to confirmation. There may be other side-events during the special session organized by and for NGOs in Conference Room 4 which will be given for the use of non-governmental organizations.

TUESDAY 24 JUNE 1997

9.00-10.00 **The President of the GA and the Secretary-General greet Heads of Delegations (West Foyer)**

9.00-9.30 *Opening of the Exhibition on Solutions for Sustainable Development organized by UNDP, DPCSD, UNEP, the World Bank, Canada and Brazil (Public Lobby)*

9.00-10.00 *Meeting of the Agency for Cultural and Technical Cooperation (for Francophone countries) ROOM 5*

10.00-1.00 **Third Plenary meeting of the special session (debate)**

Second Meeting of the Ad-Hoc Committee of the Whole (statements; negotiations on the final documents)

1.15-2.45 *Side Event: Business Roundtable co-hosted by the President of the GA and the World Business Council for Sustainable Development (lunch by invitation)*

1.15-2.45 *Side Event: Panel on Health, Environment and Sustainable Development (WHO) Presentation of the report "Health & Environment in Sustainable Development: Five Years after the Earth Summit", followed by a discussion. ROOM 3*

Side Event: Briefing by UNESCO "Learning - the Treasure Within" Presentation by Director General, Federico Mayor, of the Report of the International Commission on Education for the 21st Century (Delors Commission). ROOM 6

2.00-5.00 *Side-Event: Panel on Consumption Patterns in Human Settlements organised by UNCHS and DPCSD. DHL Auditorium.*

3.00-6.00 **Fourth Plenary meeting of the special session (debate)**

Ad-Hoc Committee of the Whole[1]

6.00-7.30 *Side-Event: Video Presentation by Kazakstan. DHL Auditorium.*

6.15-8.00 *Side-Event: Panel on Population, Women and Environment (UNFPA) A panel chaired by Nafis Sadik, Executive Director of UNFPA, comprising of a number of distinguished women from the North and the South. Focus on gender issues in sustainable development. ROOM 3.*

Side-Event: Panel on Desertification organised by IFAD and CCD. ROOM 6

1/ The Ad-Hoc Committee of the Whole may decide to organize its work in the form of drafting groups, as appropriate.

Side-Event: Youth Agenda 21 Award Ceremony. Organised by Rescue Mission International, with support of the governments of Finland and the Netherlands. Delegates Dining Room.

Side-Event: High-level panel on Capacity Building organised by the UNDP (venue to be determined)

WEDNESDAY 25 JUNE 1997

9.00-10.00 **The President of the GA and the Secretary-General greet the Heads of Delegations (West Foyer)**

9.20-9.50 *Side-Event: Presentation by Rotary International to the United Nations of the "Protect Planet Earth Trophy". Public Lobby*

10.00-1.00 **Fifth Plenary meeting of the special session (debate)**

Ad-Hoc Committee of the Whole

1.15-2.45 *Lunch hosted by the Secretary-General in honour of Heads of State/Government*

1.15-2.45 *Side-Event: MIT presentation on Global Partnerships on Technological Innovations for Sustainability. The presentation is based on the results of the Symposium on Global Accords on Sustainable Development: Innovations in Technology held in September 1996. Content include presentations of activities by 17 partner institutions from the public and private sectors. ROOM 3*

1.15-2.00 *Side-Event: Launching of the joint IUCN/WBCSD Guidelines on Biodiversity. These Guidelines are a first joint attempt by scientists and business people to develop cooperative and constructive approaches to protection of biological diversity. Presenters will include high level representatives from IUCN and WBCSD. ROOM 6*

2.00-3.00 *Side-Event: Meeting on the Role of the Ageing organized by the Ageing Caucus. ROOM 6*

3.00-6.00 Sixth Plenary meeting of the special session (debate)

Ad-Hoc Committee of the Whole

5.00-7.00 *Side Event: Prevention of lead poisoning in human settlements. DHL Auditorium*

6.15-8.00 *Side-Event: Roundtable on the Role of Indigenous Peoples in the Implementation of Agenda 21. Organized by WWF and the International Alliance of Indigenous and Tribal Peoples of the Tropical Forests. Participants include Joji Carino (Executive Secretary of IAITPTF), Rigoberta Menchu (Nobel Peace Price recipient), Victor Hugo Cardenas (Vice-President, Government of Bolivia), Representative from the Government of Denmark, Yolanda Kakabadse (President of IUCN), Claude Martin (Director General of WWF). ROOM 3*

Side-Event: Presentation of the book "Mountains of the World: a Global Priority" (Switzerland, FAO, IDRC, and UNESCO), followed by a discussion. ROOM 6

THURSDAY 26 JUNE 1997

9.00-10.00 **The President of the GA and the Secretary-General greet Heads of Delegations (West Foyer)**

10.00-1.00 **Seventh Plenary meeting of the special session (debate)**

Ad-Hoc Committee of the Whole

1.15-2.45 *Side-Event: Presentation by Germany (details to be provided) ROOM 3*

Side-Event: Panel on National Councils for Sustainable Development (Earth Council). ROOM 6

3.00-6.00 **Eighth Plenary meeting of the special session (debate)**

Ad-Hoc Committee of the Whole

6.15-8.00 *Side-Event: "Fighting for Sustainability in the Context of Globalization: Breaching the North-South Impasse" organised by Third World Network . ROOM 6*

NOTE: "Japan Room":will be open from 10.00 am to 6.00 pm featuring video presentations, exhibits of posters, distribution of brochures etc. DHL Training Room.

FRIDAY 27 JUNE 1997

10.00-1.00 **Ninth Plenary meeting of the special session (debate)**

1.15-2.45 *Side-Event: "Earth Summit+5 & After: Critical Issues for the Next Five years" organised by Third World Network ROOM 6*

Side Event: Presentation of a sustainable development project in Stockholm, Sweden. Organised by Global Education Associates and the City of Stockholm in cooperation with the Government of Sweden. ROOM 6

3.00-6.00 **Tenth Plenary meeting of the special session (conclusion of the debate, adoption of the final documents, closing of the special session)**

NGO Events held in Conference Room 4

Monday 23 June 1997

3.00-5.00 Discussion on Strengthening Institutions for Sustainable Development . Organised by the Legal and Institutional Issues Caucus. World Federalist Movement , Earth Action and Globe.

6.00-8.00 Panel on Poverty. Organised by International Institute fro Environment and Development (IIED) and United National Environment and Development of UK (UNED-UK).

Tuesday 24 June 1997

2.00-3.00 Presentation on Eco-Tourism. Organised by Airline Ambassadors.

3.00-5.00 Business/NGO Briefing . Organised by World Business Council for Sustainable Development (WBCSD).

6.00-8.00 Panel on UN Reform. Organised by World Federation of United Nations Associations (WFUNA).

Wednesday 25 June 1997

1.15-2.45 Panel on Transport. Organised by UNED-UK.

4.00-5.00 NGO briefing with the Government of Denmark.. Organised by the Government of Denmark.

6.00-8.00 Seminar on Changing Consumption Patterns and the Military. Organised by Norwegian NGO Forum.

Thursday 26 June 1997

1.15-2.45 Uprooting of the Earth Summit. Organised by the Women's Environment and Development Organisation (WEDO)

6.00-8.00 Seminar on patents on Life and Indigenous People. Organised by the Rainforest Foundation and the Norwegian NGO Forum.

Friday 27 June 1997

1.15-2.45 Presentation on the Draft Earth Charter. Organised by the Earth Council.

8. PARTICIPATION IN THE MEETINGS (LIST OF SPEAKERS/ SPEECHES/ DOCUMENTATION/ INTERPRETATION)

It is expected that participants in the debate in the Plenary will include Member States, States members of specialized agencies but not members of the United Nations in a capacity of observers (as per para. 4 of General Assembly resolution 51/181), observers, some representatives of United Nations programmes and specialized agencies and non-governmental organizations. Other Participants may be heard in the Ad-Hoc Committee of the Whole

It has been proposed that statements should not exceed 7 minutes. To facilitate observance, a light system installed on the lectern would signal the approach of the seven-minute limit.

The provisional list of speakers will be updated weekly and can be picked up in Room S-3670. Any

change or addition to the list of speakers should be communicated to the General Assembly Affairs Division, Room S-3670, tel. 963-5063.

A minimum of 30 copies of the text of speeches to be delivered in the debate on the overall review and appraisal of the implementation of Agenda 21 should be submitted in advance to the Secretariat; failing this, delegations are urged to provide interpreters with five copies (for interpretation in to the five other official languages) before the speaker takes the floor. If delegations wish to have the text of speeches distributed to all delegations, observers, specialized agencies, interpreters, record-writers and press officers, 350 copies are required.

Given the security arrangements in place for the nineteenth special session, texts of speeches to be made in the Plenary will have to be delivered to a receiving area in the Public Lobby between the hours of 7 and 8:30 a.m. by a delegation representative in possession of a valid grounds pass. Access will be through the 46th Street gate to the Visitors' Entrance, through the electronic screening area, where a representative of the Secretariat will accept the texts at a special counter. Only texts of speeches to be made that same day will be accepted.

Delegations who wish to make their statements available to non-governmental organizations should deliver copies to the NGO working area in Conference Room A, at the 1B level.

Delegations wishing to make their statements available to the press should bring a minimum of 150 copies to the Media Centre in Conference Room 1, at the 1B level, and 150 copies to the documents distribution counter in the third floor press area. No copying facilities will be available for these speeches.

Statements made in any of the six official languages of the General Assembly are interpreted into the other official languages. Any speaker may also make a statement in a language other than the official languages; however, in such cases, in accordance with rule 53 of the rules of procedure of the General Assembly, the delegation in question must provide either an interpreter or a written text of the statement in one of the official languages. On the basis of interpretation or written text, which is accepted by the Secretariat as representing the official text of the statement, it will be interpreted into the other official languages by United Nations interpreters. Moreover, the delegation concerned should make available to the interpreter someone who knows the language in which the statement is to be delivered and the official language into which it has been translated, to guide the interpreter through the translated text and to ensure synchronization between the speaker and the interpreter. Detailed arrangements for interpretation from non-official languages, including access by non-United Nations interpreters to the interpreter booths in the General Assembly Hall, must be made in advance with Mrs. Monique Corvington, Chief, Interpretation Service, room SA-B31, tel. 963-8233. Apart from the above exception, there will be no facilities for interpretation in non-official languages.

9. PROGRAMME FOR SPOUSES OF HEADS OF STATE / GOVERNMENT

Social events in honour of the spouses of Heads of State/Government present in New York will be hosted by Mrs. Nane Annan on Monday, 23 June and on Wednesday, 25 June 1997. Details of arrangements may be obtained at a later date by contacting Mrs. Almudena de Ameller. Tel: (212) 963-7178..

10. ARRANGEMENTS FOR BILATERAL MEETINGS

a. Facilities

Limited facilities for bilateral meetings and contacts among Member States will be available during the nineteenth special session of the General Assembly. Ten suitably appointed temporary rooms, each furnished with eight chairs, will be available in the Chinese Lounge and the third floor gallery of the General Assembly Building for such consultations.

b. Reservation system

Within the designated bilateral meeting areas, a reservation system has been instituted in order to provide equitable and efficient use of the facilities.

A room reservation form (see Annex III) has already been distributed to all permanent and observer missions for this purpose. Missions are kindly requested to use a separate form for each bilateral meeting and to forward them to Ms. Tanya Roszkowski, Meetings Servicing Unit, room lB-2, tel. 963-2643, fax. 963-9284 or via e-mail: bilats@un.org. These written requests should specify the date, time and exact duration of each meeting and should include the name of the other delegation participating in the bilateral meeting. Photo opportunities in connection with bilateral meetings will be available upon request.

Oral confirmation of the availability of space will be given shortly after receipt of each request, and information on room assignments will be provided two working days in advance of the nineteenth special session . Depending on the programme, every effort will be made to keep a delegation's appointments in the same room.

11. MEDIA ARRANGEMENTS AND SERVICES

a. Accreditation

The Accreditation Centre for media will be on the 6th floor of the Alcoa Building at 866 UN Plaza (48th Street East of First Ave). Its hours of operation are given in Section 3 above.

Those correspondents already possessing a valid United Nations grounds pass will not need additional accreditation for the special session.

Each member of the press corps accompanying a Head of State or Head of Government or Head of Delegation must complete an application for accreditation (see Annex II). This form must then be attached to an official letter from the permanent mission, addressed to the Chief, Media Accreditation and Liaison Unit, Media Division, Department of Public Information. The letter must list the names of the media representatives with their functional titles and affiliation (i.e. news media organization). Additional forms are available from the Media Accreditation & Liaison Unit, room S-250, or the Accreditation Centre. Tel: (212) 963-7164/6934.

After arrival in New York, all members of the press corps accompanying the Head of State, Head of Government or Head of Delegation must present themselves to the Accreditation Centre, where they will

have their photograph taken and be issued a United Nations grounds pass. For Security reasons, each member of the press corps will be required to wear both his/her United Nations pass and a national ID at all times.

b. Entry and screening procedures

The designated entrance for the media will be the Visitors' gate located at First Avenue and 46th Street. All media representatives will be required to present a valid United Nations grounds pass to United Nations Security Officers at the entrance gate. The Visitors' Gate will open at 7:30 am. Media representatives will enter the conference building at the 1B level through the North Garden doors where all personnel and equipment will be screened.

All press personnel are advised to arrive early to allow sufficient time for screening. Last minute arrivals will encounter delays and may be further delayed should First Avenue be temporarily closed for motorcades.

c. Media Centre

In addition to the facilities normally available to the press on the third floor of the Secretariat building , the ExPress Bar located on the third floor of the General Assembly building will serve as an overflow area for the press corps, particularly the official photographers and cameramen waiting to enter the booth assigned to them. This location will be equipped with a television monitor , carrying the proceedings in the Plenary Hall, telephones and electrical outlets.

The United Nations will establish a Media Centre for the local and visiting pres corps in Conference Room 1, which will provide the following technical services:

* Television sets carrying live proceedings on closed circuit television in English.

* To facilitate recording of any of the proceedings, there will be video and audio distribution boxes with provision for language selection, with floor audio and full interpretation into the six official languages (Arabic, Chinese, English, French, Russian and Spanish).

* Paging system for general announcements to the media.

* Telephone lines (credit cards required) and electrical outlets (110 volts) to enable journalists to use their lap-top computers with modems;

* Documents distribution centre, including press releases;

* Distribution of tickets to the Press Gallery;

* Typewriters

An information desk in the Media Centre will be staffed at all times from 23-27 June to assist journalists with both substantive and organisational questions. Media Centre (from 23-27 June only) Tel: (212) 963-2108/0690/1101/8212.

d. United Nations audio visual materials

Photographs, videotapes and audio tapes are available from the United Nations. Each day during the special session, the offices which provide these services will be open from 9:00 a.m.

Photographs will be available to delegations for a nominal fee and to accredited correspondents free of charge. Photographs of morning speeches will be available during the afternoon of the same day; afternoon speeches, the following morning. Please direct inquiries and requests to:

United Nations Photo Library
Room S-805L
Fax: (212) 963-1658
Tel: (212) 963-6927

Videotapes of speeches are available for a fee in NTSC only, in VHS, U-matic (3/4"), and Betacam SP formats. Tapes ordered in advance will be available for pick-up immediately following the speech. Tapes ordered afterwards will be available by the next day. To request a videotape of a speech, contact: Tel: (212) 963-7652; Fax: (212) 963-3860.

Live television feeds are available through commercial carriers; contact (212) 963-7650 for information.

Please note that unilateral television production services will not be available from United Nations Television during the special session.

Audio cassettes of the speeches for the special session will be available, free of charge, from the United Nations Audio Library, located on the first basement concourse level (1B), in room GA-27; fax: (212) 963-3860; tel. (212) 963-9272, or 963-4186.

Speeches are normally available in the original ("floor") language in which they were delivered. Special requests for the recording of the interpreter's version in one of the six official languages (Arabic, Chinese, English, French, Russian and Spanish) should be made in advance, and are subject to the limitations of the recording facilities.

Accredited correspondents are provided with audio cassettes of news items free of charge. Delegates may request one cassette of each speech free of charge. Additional copies, back orders and other special requests are subject to a charge and are handled by the Sound Recording Unit, room GA-13C, tel.: (212) 963-7658.

e. Pool coverage

Owing to logistics and space consideration, nearly all visual media coverage will be done by selected media pools. These pools are reserved exclusively for United Nations Television, United Nations photographers, international wire services and photo agencies. In the case of print media, the United Nations Correspondents Association (UNCA) will notify the Department of Public Information of its representative.

The official press corps accompanying a Head of State, Head of Government or a Head of

Delegation, including the official photographer, will not be permitted to participate in these pools. The one exception will be the luncheon in which their Head of State, Head of Government or Head of Delegation participates, where the official photographer will be allowed to join the pool. In all instances these pools will be accompanied by a liaison staff from the Department of Public Information. Tel: (212) 963-6934; Fax: (212) 963-4642.

f. Visual coverage in the General Assembly Hall

Official photographers and official television crews will have an opportunity to cover the speech of their Head of State, Head of Government or Head of Delegation on a rotating basis, from the press booths surrounding the General Assembly Hall. Owing to space limitations, they may not remain to cover the other speeches during the special session. A limited number of still photographers, escorted by DPI liaison staff, will also be allowed to take photographs from the "bridge" at the back of the General Assembly Hall during the speech. These operations will be coordinated from the third floor liaison desk in the GA building. Tel: (212) 963-7756/3353.

g. Tickets to the Press Gallery in the General Assembly Hall

There are 106 seats available for media representatives in the Press Gallery of the General Assembly Hall. Tickets will be distributed in the Media Centre half an hour before the meeting on a first-come first-served basis.

h. Copies of speeches for the press

Delegations wishing to make the speech of their Head of State, Head of Government or Head of Delegation available to the press should bring a minimum of 150 copies to the Media Centre in Conference Room One, located in the first basement (1B) and 150 copies to the documents distribution counter in the third floor press area in the Secretariat building. No copying facilities will be available for these speeches.

i. Arrangements for coverage of bilateral meetings held during the special session

Delegations wishing coverage by their official media and/or international press of bilateral meetings by their Head of State, Head of Government or Head of Delegation are urged to obtain prior agreement of both delegations to the press coverage. They should provide the Media Accreditation and Liaison Unit with details of scheduled bilateral meetings. Tel: (212) 963-2393; Fax: (212) 963-4642.

Those photo opportunities will take place in the vicinity of the bilateral meetings. Media representatives covering these meetings will be asked to assemble at the third floor liaison desk in the GA building, from which point they will be escorted by a liaison staff from the Department of Public Information. GA Third floor Liaison Desk: Tel: (212) 963-7756/3353.

j. Press conferences

Room S-226 has been identified as the venue for press conferences during the special session. Missions wishing to schedule a press conference should contact the office of the Spokesman for the Secretary-General at (212) 963-7160/5824; Fax: (212) 963-7055. A list of press conferences will be announced daily.

k. **United Nations press release coverage**

The DPI will provide press release coverage of open meetings of the special session . They may be obtained from the Third floor documents counter (Secretariat building) and in the Media Centre. Further queries should be directed to the News Coverage and Accreditation Service. Tel: (212) 963-7211/2360.

l. **Background material**

For press materials, information about the negotiations and issues, suggestions for interviews and other related assistance , contact the Department of Public Information . Tel: (212) 963-6870/0353; Fax: (212) 963-1186. From 23-27 June contact the Information Desk in the Media Centre. Tel: (212) 963-2108/0690/1101/8212.

12. OFFICIAL LUNCHEONS

There will be two official State Luncheons (stag) hosted by the Secretary-General, one in the North Delegates' Lounge on 23 June 1997 and the other in the Delegates' Dining Room on 25 June 1997. Each Head of State/ Government is invited to one of the luncheons with a party of two. Names of the two extra guests should be communicated to Protocol as soon as possible. Heads of Delegation are also invited.

13. FOOD AND REFRESHMENT SERVICES

Continental breakfast will be served for Heads of State/Government and Heads of Delegation at Cabinet Minister level and their spouses in the North Delegates Lounge until 10:00 a.m. on 23 June and coffee service in the West Foyer until 10:00 a.m. every day from 24 - 27 June 1997.

14. HOST COUNTRY LIAISON

All inquiries concerning Host Country matters should be directed to the United States Mission, Mr. Robert C. Moller, at (212) 415-4131 during regular business hours; after hours, please call (212) 415-4444.

15. SECRETARIAT FOCAL POINTS

The interdepartmental task force on the special session is responsible for coordination within the Secretariat of work related to the preparations for the special session. Specific queries can be directed to focal points as follows:

A. Advance Parties Coordination		Protocol and Liaison Service Paulose T. Peter Room S-0201M Tel: 963-7173 Tel: 963-7179 Fax: 963-1921
B. General Assembly Secretariat		General Assembly Affairs Division Vadim Perfiliev Room: S-3380A Tel: 963-0725
C. Committee of the Whole	Servicing of negotiations	Division for Sustainable Development/DPCSD Andrey Vasilyev Room: DC2-2224 Tel: 963-5949 **Or** Dorothy Creado 963-3170 Fax: 963-4260
D. Side Events		Division for Sustainable Development/DPCSD
	Governments & International Organisations	Andrey Vasilyev Room DC2-2224 Tel: 963-5949 **Or** Tarcisio Alvarez-Rivero 963-5708 Fax: 963-4260
	NGOs & Major Groups	Zehra Aydin DC2-2262 Tel: 963-8811 **Or** Tarcisio Alvarez-Rivero 963-5708 Fax: 963-1267
E. Arrangements for interpretation from non-official languages		Interpretation Unit Monique Corvington Room: SA-B31 Tel: 963-8233
F. Non-governmental organisations registration/ accreditation		NGO Section/ DPCSD Farida Ayoub DC1-10th floor Tel 963-4842 963-4843 Fax: 963-4892

G. Major Groups', including NGO's, participation		Division for Sustainable Development/DPCSD Zehra Aydin DC2-2262 Tel: 963-8811 Fax: 963-1267
H. Protocol		Protocol and Liaison Service Paulose T. Peter Room S-0201M Tel: 963-7173 963-7179 Fax: 963-1921
	Delegation Accreditation & Registration	Marybeth Curran S-0201 Tel: 963-7181 Fax: 963-8621
	Programme for Spouses of Heads of State/ Government	Mrs. Almudena de Ameller Tel: 963-7178
I. Security	General	Inspector Emmet Nelson Tel: 963-9342 Sergeant Michael Pysarenko Tel: 963-7028
	Passes for national security officers	Captain Baldwin Tel: 963-7531
J. Media	Photograph requests	United Nations Photo Library Room: S-805L Tel: 963-6927 Fax; 963-1658
	Video tapes of speeches	Tel: 963-7652 Fax: 963-3860
	Audio cassettes of speeches	United Nations Audio Library Room: GA-27 (first basement concourse level (1B)) Tel: 963-9272 963-4186 Fax: 963-3860

J. Media cont.		
Scheduling of press conferences	Office of Spokesman for the Secretary-General	
	Tel:	963-7160
		963-5824
	Fax:	963-7055
Live television feeds information	Tel:	963-7650
Media Accreditation	Tel:	963-7164
		963-6934
	Fax:	963-3508
Background Information	Department of Public Information	
	Tel:	963-6870
		963-0353
	Fax:	963-1186
Media Centre (23-27 June only)	Conference Room 1	
	Tel:	963-2108
		963-0690
		963-1101
		963-8212
Liaison Desk (23-27 June only)	Third floor GA building	
	Tel:	963-7756
		963-3353
Pool Coverage	Tel:	963-6934
	Fax:	963-4642
Bilateral Meetings Coverage	Tel:	963-2393
	Fax:	963-4642
Spokeswoman, President of the General Assembly	Room: C-204	
	Tel:	963-4828
	Fax;	963-3301
K. Facilities for Bilateral Meetings	Meetings Servicing Unit Tanya Roszkowski Room: 1B-2	
	Tel:	963-2643
	Fax:	963-9284
L. Medical Services. EMERGENCIES	Tel:	963-7777

M. Travel of representatives of least developed countries	DAM/CSS Anna Frangipani -Campino Tel: 963-5832
N. Travel of representatives of the developing countries who are not least developed (subject to availability of extra budgetary funding)	Executive Office/DPCSD Mineko Adams DC1-1024 Tel: 963-4426 Fax: 963-2700
O. Host country matters	United States Mission Robert. C. Moller 415-4131 (regular business hours) 415-4444 (after hours)
P. Command Centre	Room C-209 (Suite of offices between Security Council & Trusteeship Council Chambers) Tel: 963-9300

Participating Governments are responsible for all other arrangements , including travel to New York, entry formalities, ground transportation, accommodations, attention to special health and medical considerations, secretarial and telecommunication services, advance visits and for delegations programme of activities that are not directly related to the special session. Participating governments should observe all regular procedures to United Nations Headquarters, as stated in section XIX of the United Nations Manual of Protocol (ST/SG/4/REV.6), Information for Delegations (ST/CS/45) and other guidelines and instructions.

Annex I

PARTICIPATION OF MAJOR GROUPS
at EARTH SUMMIT+5

(This is an informal note prepared by the Division for Sustainable Development/DPCSD)

WHO CAN PARTICIPATE

Any non-governmental organization that is in consultative status (general, special or roster categories) with the Economic and Social Council of the United Nations (including the list of NGOs who are accredited to participate in the meetings of the Commission on Sustainable Development and related bodies) can send representatives to the special session and attend the various meetings. A description of NGO access to different meetings is provided below.

REGISTRATION

ECOSOC accredited NGOs need to **write to the DPCSD NGO Section** to request passes for their representatives to attend the special session. The coordinates of the NGO Section are as follows:

Mailing Address	1 United Nations Plaza, 10th Floor New York, NY, 10017, USA
Telephone:	212-963- 4842, & 4843,
Fax:	212-963-9248

(NGOs can also fax their letters to the CSD Secretariat at 212-963-1267)

Please be advised that last minute registration arrangements will not be possible. Similarly, guest passes or one-day passes will not be available.

REGISTRATION SCHEDULE

Registration will be open from 11 to 27 June 1997. The schedule is as follows:

11-20 June	9am-5pm
21-22 June	10am-6pm
23-24 June	9am-7pm
25-27 June	9am-5pm

REGISTRATION VENUE

866 UN Plaza (ALCOA Building, 48th Street East of First Avenue), 6th floor. The NGO registration Room can be reached at the following numbers: Fax: 963-5929; Tel: 963-8626/5407/8639.

FUNDING

There is **no** financial assistance available from DPCSD for travel and accommodation of NGOs. Participating NGOs must be prepared to cover related costs.

ACCESS TO MEETINGS

The special session will involve the following official meetings held in parallel:

Plenary meeting -- in the General Assembly Hall, 2nd Floor of the General Assembly Building
Ad-Hoc Committee of the Whole- in Conference Room 3, First Basement, UN Secretariat

Access:. *to the Plenary*
The entire second floor of the General Assembly and Conference Buildings will be a designated restricted area. Entry to the area will require a special pass that allows the bearer beyond the security check points.

A limited number of tickets have been arranged for the use of NGOs to access the GA Hall. For each of the 10 plenary meetings, there will be 125 tickets for NGOs to observe the debate from the 4th Balcony of the GA Hall. These tickets will be distributed through NGLS on a "first-come first-serve" and 'one ticket per organisation" basis. Ticket distribution will start at 9.15 am for the morning sessions and at 2.00 pm for the afternoon sessions. No prior reservations for GA Hall tickets will be taken. A number of tickets will be set aside for those participants with disabilities. The distribution venue will be set up in the First basement area. Exact location will be announced as soon as this information is available.

A limited number of NGO statement slots are available during the Plenary. Please see section titled "NGO Statements in the Plenary" below for more information

Access:..to the Ad hoc Committee of the Whole
The Committee of the Whole is the 'working group' of the special session. The Committee's main task is to finalize the negotiations of the texts that will be adopted by the General Assembly on the last day of the special session.

NGO access to the Ad hoc Committee of the Whole will be based on the practice of the main Committees of the General Assembly and the Commission on Sustainable Development. In other words, NGO participants can observe the work of the Committee, request statement opportunities, disseminate information etc. There are currently no special passes to attend the Committee of the Whole meetings. However, if the number of participants exceeds the estimated numbers, building safety regulations may require that special tickets are issued to enter the UN grounds and /or specific meeting rooms. Wether such special tickets are necessary will be decided based on registration request received from NGOs and other major group organisations by June 17.

NGO STATEMENTS IN THE DEBATE IN THE PLENARY

A total of 12 speaking slots in the debate in the Plenary have been allocated to non-governmental participants. The office of the general Assembly President has selected 12 individuals, based on speakers proposed by major groups organisations on the basis of the following criteria provided by the General Assembly decision 51/147 of 18 April 1997:

- the selected speaker represents an ECOSOC accredited organization.
- Geographical balance in the overall number of speakers
- Gender balance in the overall number of speakers
- the speaker represents her/his organisation at the highest possible level representation

The distribution of the 12 slots among the major group categories will be as follows:

Youth (1)
Women (1)
Indigenous People (2)
NGOs (2)
Local Authorities (1)
Workers/Trade Unions (1)
Business and Industry (2)
Scientific/Technological Communities (1)
Farmers (1)

FACILITIES TO INCREASE ACCESS TO THE DEBATE IN THE PLENARY

Direct video links from the GA Hall will be available in Conference Room 4 which is designated as an "NGO meeting room". Additional television monitors will also be installed in the Vienna Cafe area in the first basement.

WORKING SPACE FOR PARTICIPATING NGOs

The following arrangements have been made to provide space for various NGO meetings and activities:

Conference Room 4: designated "NGO room" where participating major groups can hold strategy meetings or organize side events and briefing meetings. The administration and scheduling of this room will be handled by NGLS and the CSD Secretariat in consultation with the CSD NGO Steering Committee and other NGO coordinating mechanisms. The small suite of offices at the back of this room will have representatives from NGLS and the CSD Secretariat and will be used for the NGO coordination process.

Conference Rooms A & E: working rooms for participating NGOs and other major groups. Computer systems be available in room A to facilitate the work of the participants. Those participants who wish to bring their own computer equipment are welcome to use this room to conduct their work. Two Internet hook-ups will be arranged to enable access to the Internet and the Optical Disk System of the United Nations fro retrieval of documents relevant to the special session

These rooms will also accommodate the various Caucus meetings. NGOs and other major groups who wish to schedule caucus meetings in these rooms should contact NGLS. An NGLS representative will be available in the Suite of Offices in the back of Conference Room 4. NGLS can also be reached at tel: 212 963-3125 and Fax: 212-963-8712.

DISTRIBUTION OF MATERIALS

Distribution of printed materials on the 2nd floor of the General Assembly building will not be allowed. Printed material can be distributed on tables that will be available outside the conference rooms 1, 3, 4, A & E in the first basement.

SIDE EVENTS

Given the limited time of a one-week special session, only a small number of side events are possible. These events are scheduled outside the official meeting times (that is, 1:15-2:45 pm or 6-8 pm). They will not be scheduled in parallel to the official meetings (that is between 10 am-1 pm and 3-6 pm). A tentative schedule of the side events can is included In this Information Note.

A daily information leaflet (Earth Summit +5: Special Session Today) will be produced by the CSD Secretariat to provide the most up-to-date schedule of the official meetings or consultations, the side events, and the caucus meetings.

Further inquires on the side events should be directed to the CSD secretariat (see list of contacts provided in the Information Note.

This information note as well as other information relevant to Earth Summit+5 is available on the Internet at the following address:

http://www.un.org/dpcsd/earthsummit

Annex II

EARTH SUMMIT +5
Special Session of the United Nations General Assembly to Review and Appraise the Implementation of Agenda 21
New York, 23-27 June 1997

REQUEST FOR ACCREDITATION OF MEDIA REPRESENTATIVES

PERSONAL DATA

1. Name: _____
(Family name) (First name)
2. Place and date of birth: _____
3. Nationality: _____ 4. Passport number: _____
5. Permanent office address *(if different from your organization's headquarters)*: _____
_____ Telephone: (___) _____
_____ Fax: (___) _____

6. For contact during Conference:
Address: _____ Telephone: (___) _____
_____ Fax: (___) _____

DATA ON THE MEDIA ORGANIZATION YOU REPRESENT

7. Name of organization: _____
8. Contact person and title: _____
9. Headquarters' mailing address: _____ Telephone: (___) _____
_____ Fax: (___) _____
10. Status/Ownership:
☐ Educational/Public ☐ Government/State
☐ Private ☐ Other (specify): _____
11. Type of medium *(check as many as necessary)*:
☐ Daily newspaper ☐ Photo/visual service ☐ Television
☐ News agency/service ☐ Radio ☐ Weekly publication
☐ Other (specify): _____
12. Position:
☐ Cameraperson ☐ Director ☐ Photographer ☐ Reporter
☐ Correspondent ☐ Editor ☐ Producer ☐ Technician
☐ Other (specify): _____
13. Working language(s) of your media organization: _____
14. Your main news topic(s) or field(s) of coverage (*if applicable*): _____
_____

EARTH SUMMIT +5
Special Session of the United Nations General Assembly to Review and Appraise the Implementation of Agenda 21
New York, 23-27 June 1997

PROCEDURES TO APPLY FOR MEDIA ACCREDITATION

Bona fide representatives of the mass media -- press, photo, radio, television and film -- will be accredited for coverage of the EARTH SUMMIT +5 Special Session of the United Nations General Assembly, to Review and Appraise the Implementation of Agenda 21, to be held at the United Nations Headquarters, New York, from 23-27 June 1997.

Completed application form must be accompanied by a letter of assignment, issued on official letterhead and signed by the Editor or Bureau Chief. It should be mailed or faxed to:

Media Accreditation and Liaison Unit
Media Division
Department of Public Information
U. N. Headquarters, Room S-250
New York, N.Y. 10017, U.S.A.
Fax No.: (212) 963-4642

Application will not be acknowledged. For those who have applied by mail, passes will be issued at the United Nations Headquarters, upon presentation of two forms of photo ID (passport, official national press pass, drivers license, work ID, etc.)

PLEASE NOTE: Application forms will be considered ONLY if accompanied by a letter of assignment. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. Accreditation to United Nations is free of charge.

PLEASE DO NOT SEND ANY FORM OF PAYMENT.

Annex III

NINETEENTH SPECIAL SESSION OF THE GENERAL ASSEMBLY
BILATERAL ROOM REQUEST FORM

Mission:

Contact Person:

Telephone Number:
Fax Number:
E-Mail Address:

Date of Meeting:

Start Time:
End Time:

No. of Participants: *(Room will accommodate a maximum of 8 persons)*

Level- Head of State/Government; Ministerial; Other:

List Other Delegation(s) participating in bilateral meeting:

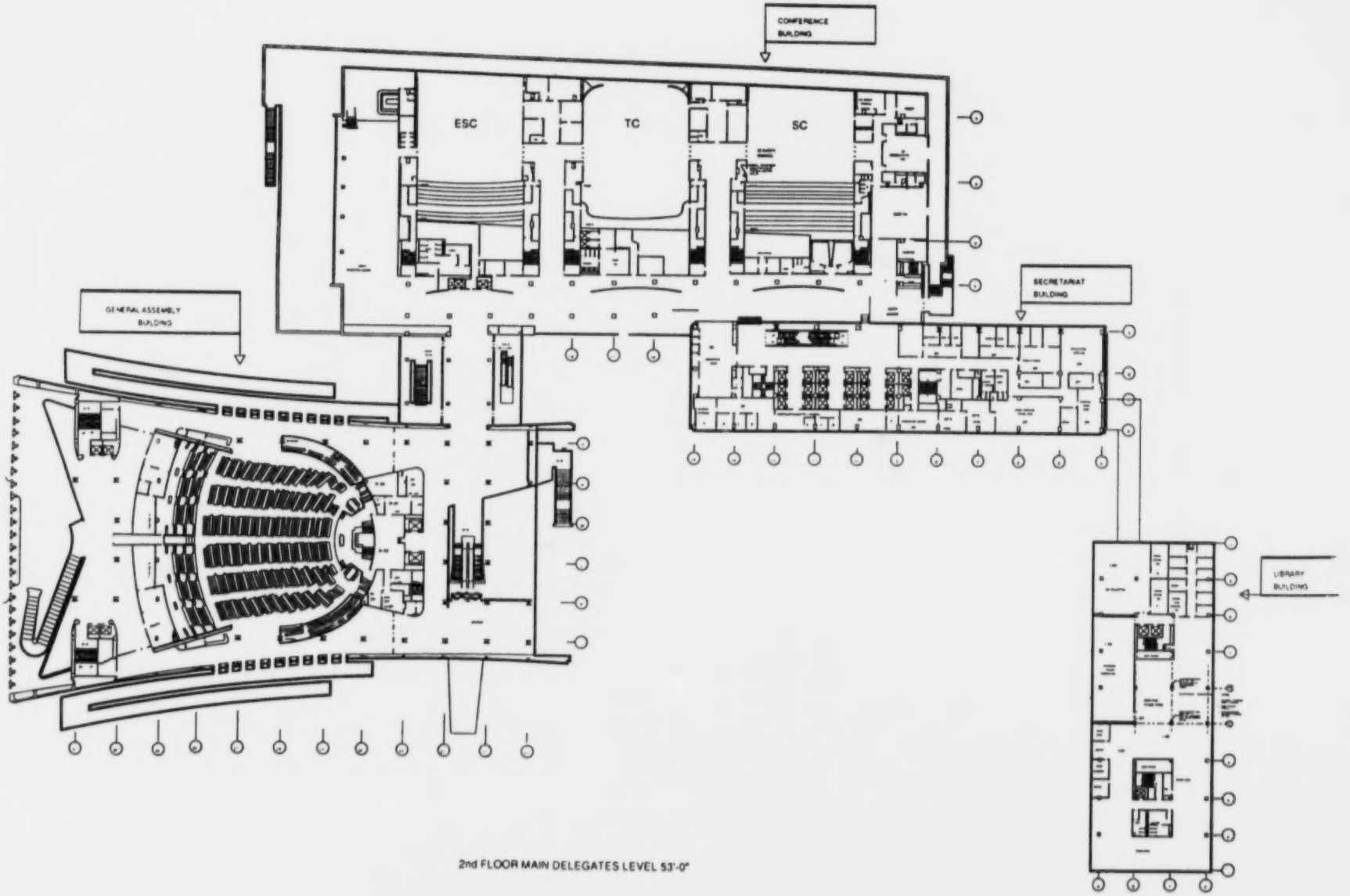
Services Requested:

A separate from should be completed fro each bilateral meeting

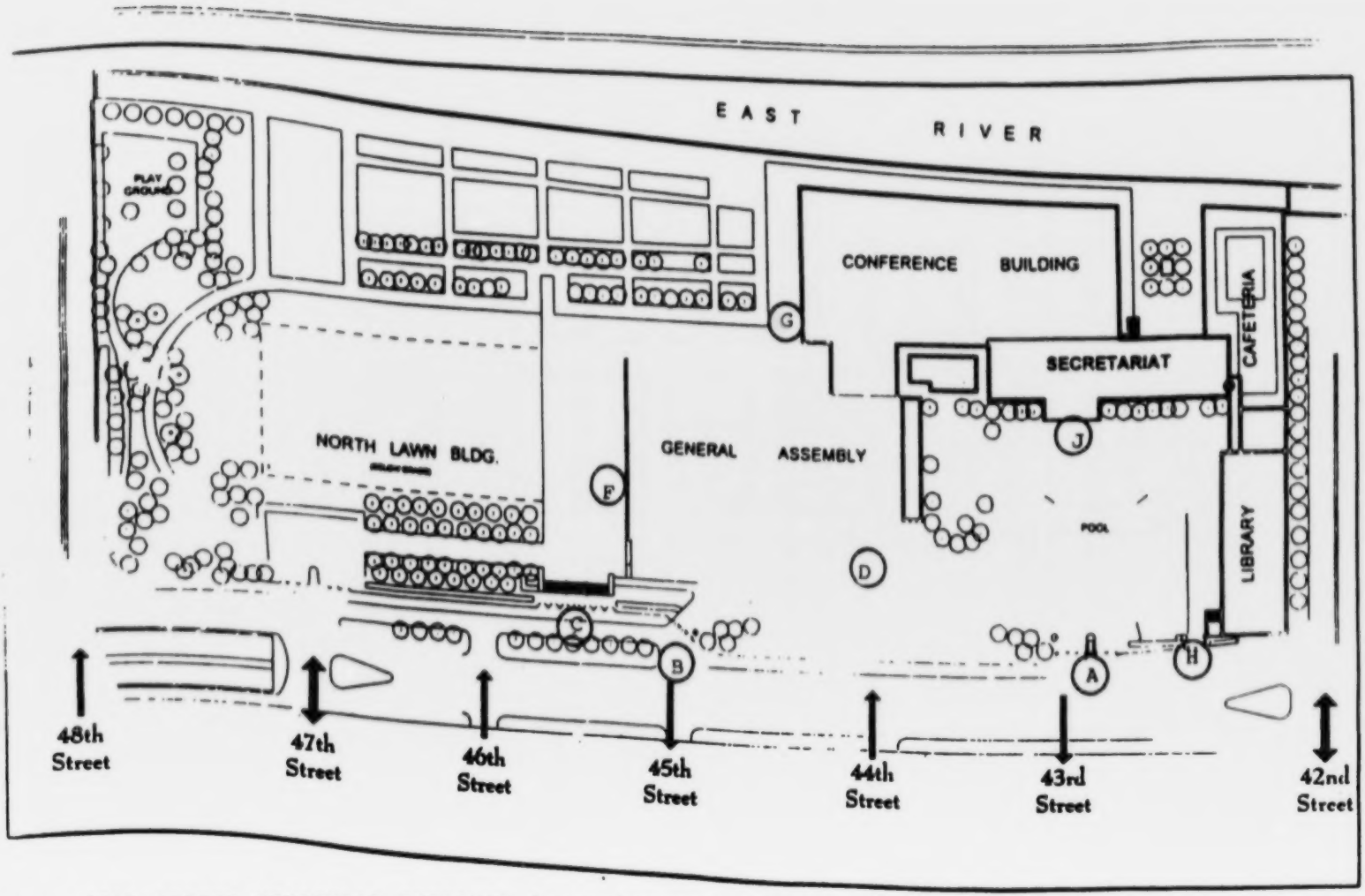
Please send completed form(s) to Ms. Tanya Roszkowski, Meetings Servicing Unit , Room S-1B-O2.
Tel: 212-963-2643; Fax: 212-963-9284. E-mail: bilats@un.org

Annex IV

Layout of the United Nations Secretariat Complex

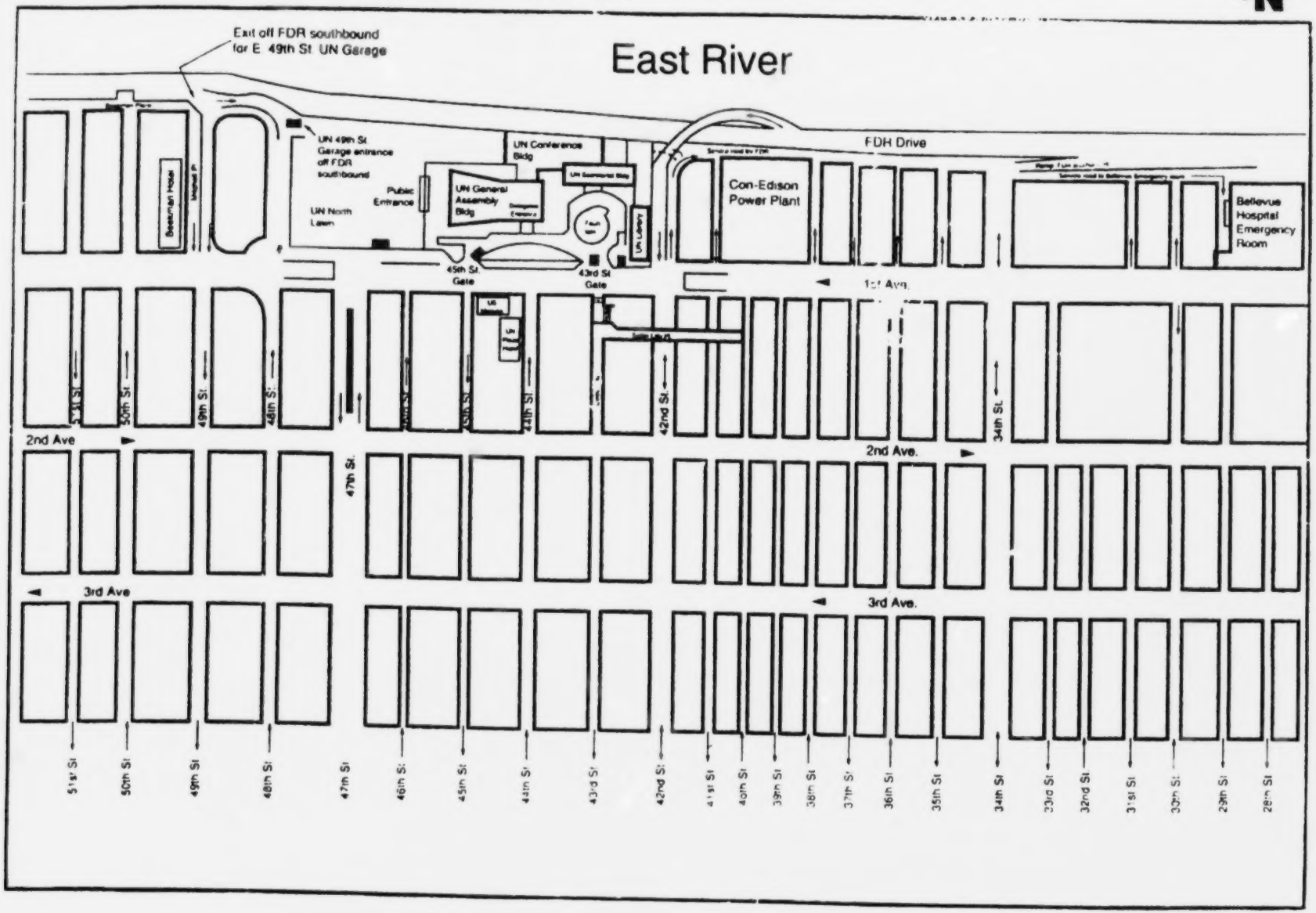


2nd FLOOR MAIN DELEGATES LEVEL 53'-0"



A. 43RD STREET VEHICULAR ENTRANCE (security escort motorcades)
B. 45TH STREET H.S./H.G. motorcade exit
C. 46TH STREET DELEGATES, STAFF, PRESS AND NGO ENTRANCE GATE
D. HEADS OF STATE AND GOVERNMENT ENTRANCE
F. CANADIAN DOORS - DELEGATES AND STAFF ENTRANCE ONLY
G. PRESS AND NGO SCREENING POINT AND ENTRANCE TO BUILDING AT THE 1B LEVEL
H. LIBRARY GATE - STAFF ENTRANCE
I. SECRETARIAT ENTRANCE

UNITED NATIONS SITE PLAN



PLEASE TYPE OR PRINT ONLY

UNITED NATIONS

PROTOCOL AND LIAISON SERVICE

REGISTRATION OF MEMBERS OF DELEGATIONS TO TEMPORARY MEETINGS

_____ requests the U.N. Protocol and Liaison Service
Permanent/Observer Mission - Observer Office - Specialized Agency

to issue a grounds pass to_____

who will participate in the meeting of _____

in the capacity of_____

Delegate's date and port of entry in the U.S.: _____

Departure date: _____ Visa type and expiration date:_____

Date and place of birth: _____ Citizenship: _____

Occupation in the sending State: _____

Address in New York: _____

SIGNATURE_____

NAME (please type) _____
Head of Chancery/Administrative Officer

New York_____
(Date)

_____
OFFICIAL SEAL

APPLICATION FOR UNITED NATIONS GROUNDS PASS

NAME _____ COUNTRY/ORG. _____

MEETING _____

Head of Del. ( )	Rep. ( )	Alt. Rep. ( )	Adviser ( )	Expert ( )	Staff ( )

FOR PROTOCOL USE ONLY

Expiration date of pass: _____

Signature _____ Date: _____
(Approving Officer)

Code:	GDI____	DE____	AD____	PS____	PC____	OS____	OC____

SG 6 (3/97)